



STATE OF CALIFORNIA
DEPARTMENT OF FOOD AND
AGRICULTURE
1220 N Street, Room A-372
Sacramento, CA 95814

PEST EXCLUSION ADVISORY

NO. 31-2003

DATE: November 26, 2003
TO: All County Agricultural Commissioners
FROM: Plant Health and Pest Prevention Services
SUBJECT: Sharing Pest and Damage Record (PDR) Information

The purpose of this advisory is to notify all County Agricultural Commissioners that owners' names and/or addresses or shippers' names and/or addresses **are not to be shared** with anyone other than county agricultural commissioner's staff or CDFA Plant Health and Pest Prevention Services staff. The on-line PDR system allows county and state staff to quickly search all PDR records and download these records to local machines. This allows for an unlimited number of summaries and reports to be generated all across the state. It is important to remember that this information is for staff use only. You have access to this information to assist you in performing your duties. Others wanting this information are required to go through the process of filing a request with CDFA.

Please **do not** share owners' names and/or addresses or shippers' names and/or addresses with anyone other than county agricultural commissioner's staff or CDFA Plant Health and Pest Prevention Services staff.

It is also very important that you fully understand results of searches you make on the web and conclusions that you draw from these. This is a live database and although data entry has dramatically improved during the past year, there is a long way to go. Different offices fill out information differently. You cannot assume that since this is the way you fill out a PDR, that holds true statewide. Now that we have an electronic system and are able to see PDRs even before they are received in the lab, we are better able to provide real time training to augment other training sessions. This will help create uniform input statewide and help you in understanding the limitations of the data. Also, when identifications are made, often the remarks field contains information important to the identification. These are usually left off summary reports and may lead to misunderstandings or misinterpretations.

Should you have any questions or comments, please contact Casey Estep at cestep@cdfa.ca.gov or (916) 653-1440.